



Map details above—clockwise from top left: *A General MAP of the MIDDLE BRITISH COLONIES in AMERICA* . . . Lewis Evans. 1755; *AMERICA SIVE NOVI ORBIS, NOVA DESCRIPTIO*. Abraham Ortelius. 1587; State 1, 1608 and 1612; *AMERICA SIVE NOVVS ORBIS RESPECTV EVROPAEORVM INFERIOR GLOBI TERRESTRIS PARS*. Theodore de Bry. 1596–1624; *MAPPA GEOGRAPHICA REGIONEM MEXICANAM ET FLORIDAM* . . . Tobias Conrad Lotter. Ca. 1740
 Background image on front cover: *Pas Kaart Van de Zee Kusten van VIRGINIA*. Claas Jansz Vooght. 1684–1783.

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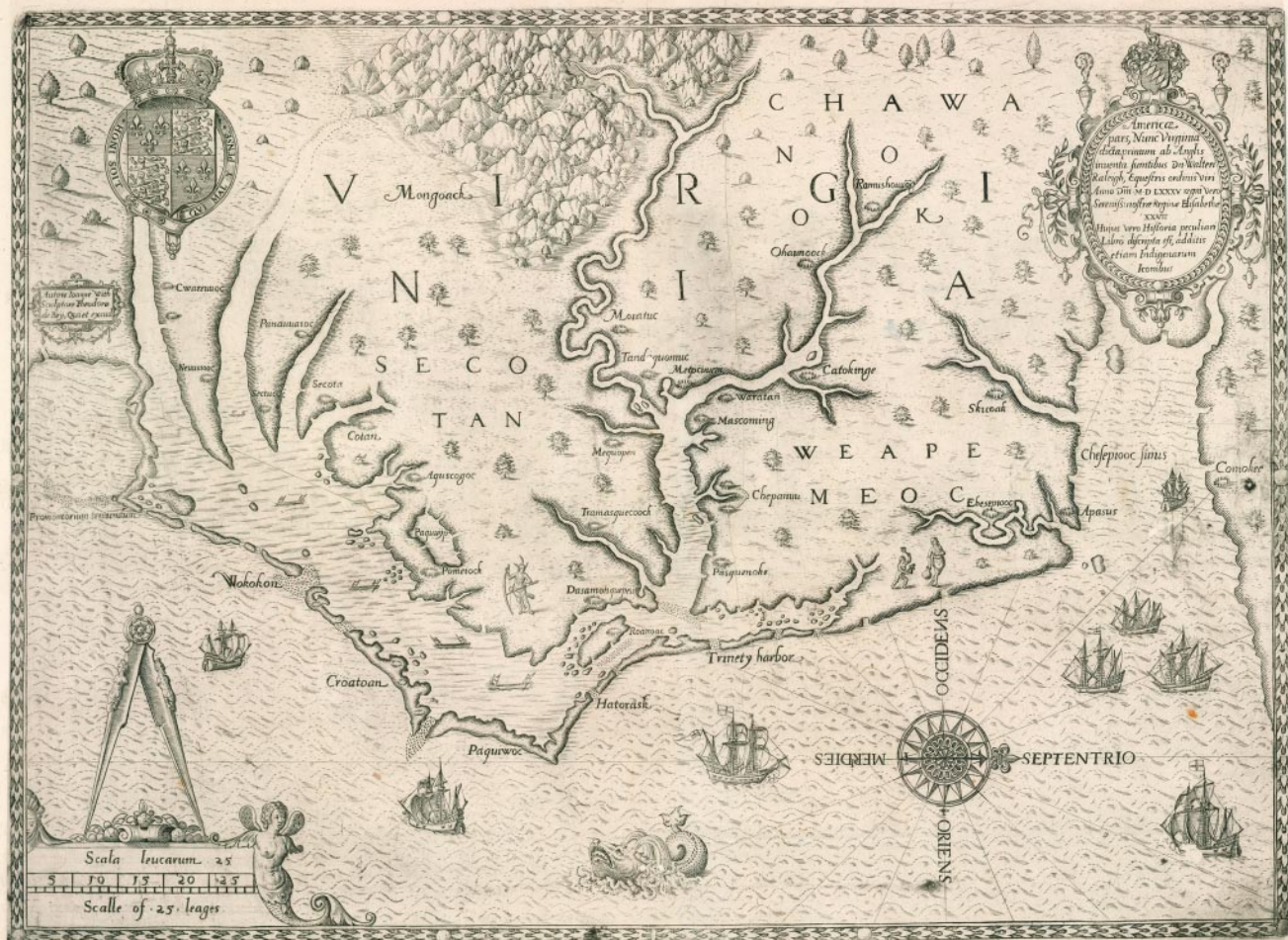


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ANNUAL REPORT
JULY 1, 2003–JUNE 30, 2004





America pars, Nunc Virginia dicta . . . John White (fl. 1585–1593). 1590; State 2.



MISSION STATEMENT

The Library of Virginia preserves the legacy of Virginia's culture and history and provides access to the most comprehensive information resources for and about Virginiana.

VISION STATEMENT

The Library of Virginia will be the commonwealth's leader in statewide library and archival information services and the world's foremost research and educational institution dedicated to the history and culture of Virginia.

OPERATING VALUES

We support the vision and mission of the Library of Virginia.

We operate according to the highest professional and ethical standards.

We provide courteous, timely and accurate service.

We foster open communication in a supportive and trusting environment.

We encourage teamwork and staff involvement in decision-making.

We offer quality educational programs and training opportunities.

We foster the effective use of human and fiscal resources.

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LETTER FROM THE BOARD CHAIRMAN

I am pleased to submit the Library of Virginia's 2003-2004 Annual Report. This fiscal year was one in which the Library began to move forward again after the dramatic budget cuts of the preceding year.

Notwithstanding those cuts, this year saw the Library rebound in performance of its core mission of preserving and making available Virginia's archival history. One highlight was completion of the first phase of microfilming the significant Brock collection of Virginia documents at the Huntington Library in California. The Library also announced a collaborative program with the Library of Congress and the Virginia Historical Society to develop an online database of Civil War maps, and continued its efforts to conserve and preserve Virginia's records, including non-traditional records such as the WRVA Radio Audio collection.

In addition to sponsoring or hosting several significant seminars or symposiums throughout the year, the Library hosted significant exhibitions on the Voorhees map collection at the Library of Virginia, legacies of the New Deal and military records at the Library of Virginia. The Library also had a humorous, and very educational, exhibit on misconceptions about Virginia history.

The Library continued in its role of providing support to local public libraries, celebrating 100 years of public library development in the commonwealth, and seeing library service available in every Virginia county with the organization of a public library in Craig County. General Assembly reform of the statute on state aid to public libraries made it possible to provide state aid funding without reductions to the new Craig County library and other public libraries in small, rural jurisdictions.

The General Assembly did not honor the Library's request to manage its own building at 800 East Broad Street, which has had a history of seasonal humidity and temperature fluctuations threatening portions of the collection. However, the Library staff continued to work with the Department of General Services to find solutions to improve the humidity and temperature controls; and provide the optimum environmental conditions for the preservation of Virginia's archival treasures.

The end of this fiscal year saw the Library positioned well to move forward in the next year with restoring programs and services which were curtailed by the budget cuts, and launching new initiatives, to preserve and make accessible Virginia's history.



Peter E. Broadbent Jr.

MESSAGE FROM THE LIBRARIAN OF VIRGINIA

On behalf of my colleagues at the Library of Virginia it is a pleasure for me to invite you to read this annual report highlighting many of our activities for the fiscal year ending June 30, 2004. I am pleased to report that during the past 12 months we began our emergence from several years of severe budget reductions and organizational uncertainty by providing a variety of new and exciting programs and activities for those who have come to expect such services from us.

It is a tribute to a wonderfully creative and talented staff and to dedicated Board members that the Library of Virginia has weathered the storm of the past several years and responded to our mission in such a dramatic fashion. I am grateful for everyone who has contributed to our return as one of the nation's premier research facilities and as one of the most visited cultural institutions in Richmond.

At the Library of Virginia you will find great collections, exciting exhibits and informative programs. Here you will find friendly people who take pride in helping people with genuine hospitality that makes everyone feel welcome. Each year more than 100,000 visitors from across the nation and world travel to Richmond to use our resources.

Please take time to see what we have to offer in the pages that follow. Take a peek at our Web site for a more comprehensive view of our resources and services. Then I cordially invite you to visit the Library of Virginia, Richmond, and our beautiful state. Whatever brings you here, whether it is information you seek from our first-rate research facility or a relaxing vacation or both, I can assure you that you will be pleased with what you see and experience.

We look forward to seeing you soon.

A handwritten signature in black ink, reading "Nolan T. Yelich". The signature is written in a cursive, flowing style with a large initial 'N' and 'Y'.

Nolan T. Yelich

CONTINUING TO GROW

The Library of Virginia continued to add to its remarkable manuscript, microform, online and printed collections this year, despite the budget reductions of 2002 that had a significant effect on collection-development funding.

The Library of Virginia Foundation supports a wide range of collection-development activities. A critical component is the Foundation's funding for direct purchases of research and reference materials from small historical, genealogical, museum and other local organizations whose new publications are so seldom available through traditional commercial means. These community-published titles are essential sources for the study of Virginia's rich local history. In 2003–2004, the Foundation funded more than 26 percent of the Library's new-book purchases.

Archives staff in fiscal year 2004 accessioned more than 2.1 million items—an impressive 58 percent increase over 2003. Many collections were donated; many more were deposited for processing and safe-keeping by local and state governmental agencies. Also, a significant number of collections were purchased. The largest portion of this year's growth is attributable to the increase in Local Records entrusted to the Library's archival program. For the year, localities transferred approximately 1.4 million items.

Examples of the Local Records received include Henry County chancery court records for 1858–1912 and wills for 1900–1953; six volumes of Henrico County court, sheriff, and tax and fiscal records for the mid-1840s; Charles City County tax and other fiscal records for 1872–1874, 1885 and 1895; Rockingham County chancery (1783–1913) and criminal (1778–1913) causes, as well as judgments (1779–1913) and miscellaneous court records (1770–1913); Washington County chancery materials for 1849–1913; and 161 volumes and 48 cubic feet of Campbell County court records, judgments, minute books, land records and other materials, some dating from as early as the 1780s.

The State Records Program accessioned 452.5 cubic feet of official materials, or approximately 678,500 items. A sampling includes archival collections from the Court of Appeals of Virginia, the Chesapeake Bay Commission, the House of Delegates and Senate of Virginia, the Division of Legislative Services, the State Board of Education, the Virginia Parole Board and the offices of the Governor and the Attorney General, as well as the departments of Education, Environmental Quality, Game and Inland Fisheries, Social Services and Transportation.

The Library's Private Papers Program is dedicated to acquiring letters and diaries, collections of genealogical research materials, architectural plans and drawings, maps, audio recordings and organization records from businesses and churches. This year the program added to the Library's manuscript collections such items as the records (1879–1921) of P. D. Gwaltney Jr. and Company, of Smithfield; the papers (1822–1859) of Petersburg merchant Robert Leslie (1794–1878); accounts and letters (1781–1874), including records of slaves' birthdates, of James Field of Bedford County; and photographs (ca. 1875–1985) documenting Richmond's fire and police services. The Library also added plans and drawings by W. Duncan Lee and landscape architect Charles F. Gillette. Especially interesting were four blueprints by Ethel Bailey Furman, one of Virginia's first female African-American architects. Among the many splendid manuscript maps accessioned was a view of the extensive fortifications surrounding Charleston, South Carolina—"reduced from the Coast Survey Chart" in October 1863 by Virginian Edmund Ruffin.

SPECIAL SUBJECTS AND COLLECTIONS

The Library of Virginia continued to seek materials in particular subject areas. The archival program acquired a remarkable variety of Confederate soldiers' correspondence, including letters written by:

Dryden Wright of the 46th Virginia Infantry, one describing a visit by Jefferson Davis;

William P. McCauley of the 42nd Virginia Infantry, written while convalescing in a Staunton hospital;

Charles S. Burwell of the 14th Virginia Infantry, written from Jamestown Island in 1861; and Staff officer Walter H. Taylor.

In addition, the Library acquired detailed letters written by Union soldiers while stationed in Virginia, documenting the landscape, campaigns against the Army of Northern Virginia and perspectives on such topics as the civilian population, agriculture, slavery, towns and economic conditions. This correspondence included letters by Charles Bell of the 32nd Massachusetts Infantry, on Confederate skirmish tactics; Henry Baxter Crosby of the 9th New York Cavalry, on the 1862 march to Fredericksburg; and Henry T. Blanchard of the 2nd Rhode Island Infantry, on the clashes at Brandy and Rappahannock Stations.

Two collections merit special mention. First, the remarkable WRVA Radio audio collection is now available to researchers. The Library completed processing of the station's business records and correspondence in 2003, and made available more than 317 hours of radio programming from Richmond's longstanding flagship AM station. The programs and special broadcasts include, for example, several Alden Aaroe shows from the 1950s, a recording of the dedication ceremonies at Richmond's Byrd Field, the *Calling All Cooks* show for 1949–1954, multiple recordings of the popular *Corn Cob Pipe Club*, and the immensely popular *Old Dominion Barn Dance* from the 1950s with Sunshine Sue and other Virginia performers as hosts. Also available are scores of local news, church and other local-interest programs such as *Sideviews on the News*, and a wide range of speeches, interviews and commentary by John Stewart Battle, Louisiana congressman Hale Boggs (at the Jefferson Hotel in 1956), Harry F. Byrd, Colgate Darden, Dwight D. Eisenhower (during his 1956 visit to Richmond), James H. Price, Thomas B. Stanley, Edward R. Stettinius, William M. Tuck and many others. A sampling of these shows is available on the Library's Web page (Select "Who We Are," "Exhibitions," then "Radio in Virginia.").

The second collection of note is the immense Robert Alonzo Brock Collection. An inveterate collector and researcher, Brock (1839–1914) over his career amassed what was undoubtedly the largest single private collection of Virginiana. The Huntington Library in San Marino, California, purchased the collection from Brock's heirs in 1922. As part of a cooperative project funded by the Roller-Bottimore and Robins Foundations, the Library and the Huntington in 2002 embarked on a multi-year project to film an estimated 350,000 to 500,000 pages of manuscript material for access at the Library of Virginia and through the Library's interlibrary loan program. To date, more than 190 reels of microfilm are complete. Among the dozens of collections now available are records (1779–1781) of Virginia's Board of Trade, with particular emphasis on supplying the state's Revolutionary War soldiers; papers (1757–1836) of the English mercantile firm of John Norton and Sons; letters and dispatches (1701–1910) of the Harrison family of Berkeley, Charles City County; correspondence and other materials (1863–1889) of Fitzhugh Lee; and papers (1722–1892) of the Lee family including correspondence of Richard Henry, William, Francis Lightfoot and Arthur Lee on the political and diplomatic events leading to the Revolution.

ELECTRONIC RESOURCES

The Library continues to acquire noteworthy online databases and other electronic research resources, including a full-page, searchable digital version of the *Washington Post*, covering the years 1877 to 1988. The electronic resources available to researchers also include a significant portion of the immense U.S. Serial Set, a 14,000-volume compendium of the reports, commissions, studies, reviews and other activity of the U.S. Congress since 1789. While the Library has a complete set of the original volumes, the Government Documents program this past year embarked on a multi-year project to add an online version. This electronic resource offers search capabilities that open a wealth of resources that, until now, had been difficult at best to harvest. Already, approximately a third of this remarkable collection is available online.

In addition, the Library of Virginia considerably enhanced its book, broadside, pamphlet and other printed collections with, for example, 3,526 volumes purchased and an additional 2,017 donated by authors, researchers, organizations and other friends. The Library acquired such rare books as a 1797 edition of Thomas Paine's *Agrarian Justice . . . being a plan for meliorating the condition of man*; St. George Tucker's *Dissertation on Slavery: With a Proposal for the Gradual Abolition of It, in the State of Virginia*, published in New York in 1861; the 1798 and 1802 editions of Thomas Nicolson's *Good Old Virginia Almanac*; the London 1804–1807 printing of John Marshall's *Life of George Washington*; the 1840 *Essay Upon the Constitutional Rights as to Slave Property* by Conway Robinson, and *The Mail Shopper* (1916), the first mail-order catalog issued by Miller & Rhoads, one of Richmond's landmark department stores. Additions to the sheet music collection included *My Sweet Virginia Rose* by Walter Smith, published in 1918. The Library's extraordinary broadside and pamphlet collections continued to grow as well with such items as an 1858 "preamble and resolution" of the Floyd County Medical Association, essentially setting fees for a host of procedures, some listed in amazingly frank detail for the time; and Philip St. George Cocke's 1855 address to the Virginia State Agricultural Society.

"The Library of Virginia is a veritable treasure trove—a profoundly vast array of documents coupled with affable staff."

ELVATRICE BELSCHES, INDEPENDENT SCHOLAR
SPECIALIZING ON THE AFRICAN AMERICAN EXPERIENCE

CONSERVING AND PRESERVING OUR PAST

The Library of Virginia is often cited for promoting one of the nation's strongest, most aggressive conservation-preservation programs. In 2004, for example, the Library invested more than \$500,000 in the direct care, reformatting, or other specialized attention necessary to maintaining its immense manuscript, print, pictorial, artwork, microform, electronic and audio/video collections.

In addition, the Library of Virginia Foundation's ever-popular "Adopt-a-Book, Etc." program continued to fund the conservation of numerous rare books and other materials. Many donations were gifts in honor of a family member or friend, or in appreciation of an individual's work in support of the Library and Virginia history; others were memorial gifts, and some were to mark special events such as birthdays.

This past year a special focus of the "Adopt-a-Book, Etc." effort was the conservation of the Library's original collections. Founded in 1823, the Library five years later published a 31-page *Catalogue of the Library of the State of Virginia*, listing the collection's 1,582 volumes. The Library over the last several years has re-assembled much of this core collection, with an eye toward conserving these early titles. This past year, donations supported the repair of, for example, *The Philosophy of the Active and Moral Powers of Man* (Boston, 1828) by Dugald Stewart and *Principles of Moral and Political Philosophy* by William Paley (Boston, 1825). Other "Adopt-a-Book" selections included two extraordinary atlases: one dated 1535 and edited by Michael Servetus (1511–1553) and, a second, a 1736 "New and Correct Set of Maps" compiled by the noted cartographer Herman Moll.

The Library of Virginia's continuing public-private partnership with the Etherington Conservation Center—to staff the Library's onsite laboratory as well as offer additional specialized services through its Greensboro, North Carolina, facility—again provided the opportunity to de-acidify, repair, rebind, reformat and even re-assemble a wide range of manuscript, book, photographic and other materials. The Library's Circuit Court Records Preservation Program, for example, funded the mending and stabilization of multiple late-19th-century plats from Nansemond County chancery court records, a large collection of 1833–1859 Petersburg Hustings Court judgments, Louisa County free Negro and slave records, and a Lancaster County guardian's account book for 1770–1825.

General appropriation funding supported the care of additional, and widely varied, archival collections including, for example, a list of Augusta County baptisms for 1740–1749; a Norfolk County executor's bond book for 1741–1745; a Westmoreland County sheriff's tax book for 1794; a Tredegar Iron Works day-book for 1836–1845 and a letterbook for 1864; numerous Isle of Wight chancery causes spanning 1767 to 1949; a 1919 World War I History Commission newsletter and a photograph of the 12th Aero Squadron; and several architectural drawings for a ca. 1890 Norfolk and Western Bristol, Virginia, railway station.

Scores of Civil War-era maps also underwent care this past year, particularly in preparation for scanning and detailed cataloging as part of the Library's joint project with the Library of Congress and the Virginia Historical Society to offer an online research database of wartime cartography. Items included an 1861 map "showing the comparative area of the Northern and Southern States," two 1862 plans of Forts Donelson and Henry on the Mississippi River, an 1863 "Sketch of the Vicinity of the Falls at Craney Fork," an 1864 map of "the vicinity of Richmond," an overview of the operations of the Army of the Potomac during the spring of 1864, and an 1890 sketch of the former entrenchments surrounding Petersburg.

Additional printed and rare materials receiving care included *Annales; The True and Royall History of the Famous Empress Elizabeth*, published in 1625; *The Planter's Manual; Being Instructions for the Raising, Planting, and Cultivating All Sorts of Fruit-Trees* (London, 1675); issues for 1864–1866 of the remarkably broad *Southern Friend: A Religious, Literary, and Agricultural Journal*; the 1838 edition of the American Anti-slavery Society's *Narrative of James Williams, An American Slave*; and the *Official Guide of the Jamestown Ter-centennial Exposition and Scenes at the Jamestown Exposition*, both issued in 1907.

Photograph collections receiving care included five volumes—on Virginia gardens, Mathews and Gloucester county architecture, and Fredericksburg houses—from the photo albums available in the Virginia Room at the 1939 Worlds Fair in New York. Also from the Picture Collection, several World War II-era posters—such as “Back ‘em up! Buy Extra Bonds!”—and sheet music—such as *Hide Me Away in the Hills of Old Virginia*—were cleaned, mended, de-acidified, reinforced with Japanese paper and encapsulated.

CONVERTING TRADITIONAL MATERIALS TO TODAY'S MEDIA

The need to mend, rebind, or reinforce fragile materials is certainly what usually comes to mind when considering the type of work encompassed by collection care. To ensure that information is available to both the researcher and the general public of today and tomorrow, the Library of Virginia also invests considerable resources to reformat materials—to create an archival-quality surrogate copy of a much-used early publication, convert glass-plate negatives to film and digital media, convert audio recordings to archival tape, or to copy fragile and impermanent materials to preservation microfilm.

For example, the Library annually films as many as 110 Virginia newspapers, papers otherwise lost because a publisher or local organization is simply unable year after year to coordinate and fund the preservation microfilming of every page of every issue. In addition, the Library's Virginia Newspaper Project, funded by the National Endowment for the Humanities, reformats newspapers not only from the Library's but also from other institutions' collections, with the archival master film retained in the Library's State Records Center vault and an additional copy made available to researchers. In the last two years alone, the Project has shepherded more than 180,000 newspaper pages through the filming process.

In partnership with other institutions, the Library seeks to reformat additional collections as well. For example, the Virginia Newspaper Project with the Library of Congress continued to film newspapers in the national collection long closed to general research because of fragile condition and/or rarity. Thus far, this complex project is 95 percent complete, with 35 long-inaccessible Virginia titles (totaling 60 bound volumes) filmed. The Library also continued its similar partnership with the American Antiquarian Society of Worcester, Massachusetts, in this case drawing Virginia papers from each institution's collection for filming by the Society, with preservation film then available to both.

In processing the WRVA Radio collection of sound recordings, the Library reformatted 563 acetate, lacquer discs and 227 reel-to-reel tapes (totaling more than 317 hours of broadcasts) to preservation-master tape for safekeeping, with compact discs for public access. Much of the work was funded by the National Historical Publication and Records Commission, a program of the National Archives and Records Administration. The Library also invested funds to equip a sound-preservation laboratory, which includes a converter capable of reformatting analog recordings to digital format.

Indeed, the challenges of converting traditional materials to digital surrogates, or of preserving “born-digital” collections in an archival electronic format, continue to increase at an ever-swifter pace. In response, the Library this past year added an Electronic Records Archival Coordinator to its Description Services program. Among its many duties, the Description department processes the records of local and state government—more than ever generated, stored and distributed as computer or other electronic records. Likewise, the Library’s State and Federal Documents program receives, catalogs and provides advice in the preservation of federal and Virginia-based electronic publications—encompassing everything from state agency annual reports or museum exhibition catalogs to policy position papers or judicial opinions. With the assistance and guidance of the Information Technology Services and Records Management Divisions, these two programs have begun to formulate the recommendations and procedures that will govern how the Library preserves yet another medium documenting the history of the commonwealth.

“This treasury of documents is administered by as skilled and benevolent a staff as one could imagine.”

MELVIN PATRICK ELY, PROFESSOR OF HISTORY AND BLACK STUDIES
AT THE COLLEGE OF WILLIAM & MARY

BRINGING THE LIBRARY TO ONLINE CUSTOMERS

The Library of Virginia offers an ever-increasing range of online resources, accessible to researchers and other online visitors through computer terminals in the Library's Reading Room or through the Internet from home, office, school, or your local public libraries. This year, the Library's Web site attracted 1.8 million visitors from every state and numerous foreign countries.

The Library's ability to provide extensive online collection access is tied to the implementation in October 2003 of a new Integrated Library System, or ILS—the programming that supports the creation of, and patron access to, more than 1.5 million online bibliographic records touching every aspect of the Library's manuscript, book, government publications and other collections. The new system also allows the online visitor to view digital images related to the records they research. Many of the images are enhanced with compression software so that a researcher can with ease move the view-frame to different areas of an image, enlarge a portion, or elect to view the entire image within a single screen. The installation, enhancement and maintenance of the complex and highly customizable system are made possible by the Library's Information Technology Services program, with coordination provided by the division's Systems/Database Administrator and Systems Librarian.

The Library of Virginia's recent project to catalog and scan 196 Civil War-era maps offers an excellent example of the system's capabilities. The maps are part of a larger, cooperative endeavor with the Library of Congress and the Virginia Historical Society to offer online Civil War maps from all three institutions as a component of the national library's ongoing American Memory collection of digital resources. The Library of Virginia, in addition, offers the 196 maps through its own online catalog—and within the respective catalog entry also offers the Web URL, thus providing ready access from anywhere. As an example, the catalog entry for an 1863 "Sketch of the vicinity of the Falls of Craney Fork" along the Cumberland River, "showing rivers, hills, roads, [and] houses with owner's names," and the 1863 map by Edmund Ruffin of the defenses surrounding Charleston, South Carolina, with the approximate distances between artillery positions, include "clickable" links to the full images.

In other cases, the Library's catalog entry and the digital image are linked in other ways as well so as to provide further context and multiple points of access. Perhaps the best example is provided by the Library of Virginia's Government Documents Program, which is responsible for providing access to state and federal publications. Online records for many of the federal materials now include the activated URL address for the online version available from the U.S. Government Printing Office's "GPO Access" Web site. Much the same is true for state publications as well, but with additional points of entry. The Government Documents Program each year compiles a detailed listing of information resources published by state government secretariats, agencies, commissions and boards, departments, and colleges and universities. The annual compilation—*Virginia State Documents: A Desktop Guide to State Government Publications, Web Sites, and Addresses*—provides an array of information resources. The report is available in both print and online versions.

It is the latter—the online version—that takes the collection several steps further. The online version is available on the Library's Web site. (Select "What We Have," "Government Records and Resources," then "Virginia State Documents.") From an alphabetized list, the user can select an agency or other state office. Under "C," for instance, one will find Central Virginia Community College, the Virginia Code Commission, the State Corporation Commission, or the Department of Criminal Justice Services. Once within each heading, there is still more. For the Department of

Conservation and Recreation, for example, there are sections devoted to Natural Heritage, Planning and Recreation Resources, Soil and Water Conservation, and State Parks—each with its respective Web address, and an active link to access the page directly. Moreover, for each agency or department's now-electronic Web publications, the Library's new Integrated Library System supports the addition of that link to the online catalog record. Early paper-format issues of the Virginia Institute of Marine Science quarterly, *The Crest*, are thus available in the Library's collections, while the more recent e-version is now available directly from the catalog entry.

This past year, the Library also continued its participation in the consortial Virginia Heritage Project, which provides access to a consolidated database of Encoded Archival Description finding aids to manuscript and archival collections housed in 19 major Virginia research institutions. The Library has thus far contributed 824 guides of the more than 5,506 offered online. Library of Virginia collections included range from records (1801–1957) for the Tredegar Iron Works in Richmond and a series of letters (1797–1799) of Patrick Henry, to materials (1893–1977) from the Southern Aid Society of Virginia and case files (1963–1973) arising from civil rights demonstrations in Danville, Virginia, in 1963. Coordinated by VIVA/The Virtual Library of Virginia and funded in part by the National Endowment for the Humanities, the project (<http://www.lib.virginia.edu/vhp/>) also includes the College of William and Mary, the Colonial Williamsburg Foundation, George Mason University, James Madison University, the National Sporting Library, Old Dominion University, Randolph-Macon College, the Thomas Balch Library, the University of Richmond, University of Virginia, Virginia Commonwealth University, the Virginia Historical Society, Virginia Tech, Virginia Military Institute, Virginia State University, Virginia Union University, Washington and Lee University and Wytheville Community College.

The Library of Virginia also continues to enhance its Web site with additional resources. To cite but one example, online visitors have the opportunity to enjoy not only past but also the most current Library exhibitions online. From the Library's Web site, select "Who We Are," "Exhibitions", and there enjoy such popular presentations as *Legacies of the New Deal in Virginia*, or *Maps, Charts & Atlases: The Alan M. Voorhees Collection at the Library of Virginia*, or perhaps *Working Out Her Destiny: Women's History in Virginia*.

THE LIBRARY OF VIRGINIA FOUNDATION

Since 1984, the Library of Virginia Foundation has provided vision and leadership to enhance and extend the resources, influence and accessibility of the Library of Virginia. As a nonprofit charitable organization, the Foundation receives grants, bequests and donations from individuals, corporations, foundations and other organizations in support of the Library.

The Library of Virginia serves as the guardian of Virginia's collective experience and the trusted steward of many priceless records that document America's path to freedom. Support for the Foundation amounts to a powerful statement that the preservation of Virginia's history and culture is valued by its citizens. The 2003–2004 Annual Fund, which raised a total of \$187,283, provides support to the Library in four significant areas facing a critical need for resources. Those areas are:

Preservation: Home to the world's most comprehensive collection of materials about Virginia, the Library has an intrinsic obligation to preserve these treasures. Each year, the Library restores hundreds of book bindings and damaged pages, and stores documents and manuscripts in acid-free containers. The Library's archivists reformat tens of thousands of original records through various means to save the commonwealth's unparalleled 400 year-old collections.

Acquisition: By law, the Library is charged with collecting materials related to the history of the commonwealth. The Library acquires books, serials, bound periodicals, microfilm reels, newspapers, state and federal documents, pamphlets and photographs and makes these materials available to the public.

Archives: The Library manages the archival and printed collections of the commonwealth, collecting, maintaining and—most importantly—providing the public efficient access to more than 96 million manuscript items from four centuries of Virginia history.

Public Programs: The Library offers exhibitions, conducts workshops and seminars, and sponsors a wide variety of lectures and symposia. These programs make Virginia's history and heritage come alive for the citizens of the commonwealth.

This fiscal year the Foundation's highly popular "Adopt-A-Book, Etc." program focused on the care of the Library's earliest printed collections—the books listed in the Library's first catalog published in 1828. These volumes comprise the origins of the Library's incomparable collection of nearly 1.8 million volumes. The nucleus of the 1828 Library collection is the compilation of books first gathered during the colonial era by the royal governor's Council. In 1774, it was this very library of reference and research materials to which members of the House of Burgesses—including Patrick Henry, Thomas Jefferson, Richard Henry Lee and Francis Lightfoot Lee—turned for guidance in crafting a response to the Coercive Acts, which ultimately led to the first Virginia Revolutionary Convention and the first Continental Congress.

Individuals, private foundations and corporations also provided funding for a variety of special programs and projects for the Library this year. The Foundation worked extensively with the Library to mount *Maps, Charts & Atlases: The Alan M. Voorhees Collection at the Library of Virginia*. This exhibition was an unmitigated success, helping celebrate the generosity of Alan M. Voorhees, who has donated

many historically significant maps to the Library's collections. His donations reinforce the Library's position as one of world's leading map repositories.

The Foundation chose to honor Mr. Voorhees' contributions by establishing the *Alan M. and Nathalie P. Voorhees Lecture Series on the History of Cartography*. This annual lecture series will take place every spring at the Library of Virginia. Mary Sponberg Pedley, assistant curator of maps at the William L. Clements Library at the University of Michigan, delivered the inaugural Voorhees lecture.

The lecture series was supported by a unique project undertaken in collaboration with Virginia Commonwealth University's Department of Painting and Printmaking. Three noteworthy, 19th-century Virginia maps were printed from the original copperplates, which have survived in the Library's collection. These prints were done in limited edition restrikes. The restrikes were made on fine, handmade paper by Professor David Freed, noted printer at Virginia Commonwealth University. Each set was numbered, dated and signed. Special care was taken during the printing process to preserve the original plates from excessive wear and the copperplates have now been retired for at least 25 years. Donors who supported the annual lecture series received one of these very special limited edition restrikes.



(left to right) David Freed, Chris Marston, Alan Voorhees and Mrs. William G. Anderson



Louis D. Rubin Jr. with his life-long friend Guy Friddell, one of Virginia's most beloved columnists and journalists

An annual project of the Library and the Foundation, the literary awards celebration honors outstanding Virginia authors and recognizes outstanding philanthropic support of the Library of Virginia. The *6th Annual Library of Virginia Awards Celebration Honoring Virginia Authors & Friends* was held on November 10, 2003. This special evening highlighted the work of nine authors and celebrated the life-time achievement of Louis D. Rubin Jr. Richard Bausch won the fiction prize for *Hello to the Cannibals: A Novel*. J. Douglas Smith won the non-fiction award for *Managing White Supremacy: Race, Politics, and Citizenship in Jim Crow Virginia*. Charles Wright received the poetry prize for *A Short History of the Shadow*. Additional funding for the annual literary awards was provided by Media General, Dominion, UBS Financial Services, the Virginia Center for the Book, the Ukrops/First Market Bank Foundation, the Fairfax Center for the Book, the Community Idea Stations and *Style Weekly*.

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THE LIBRARY OF VIRGINIA FOUNDATION
A NON-PROFIT CORPORATION THAT SUPPORTS THE LIBRARY OF VIRGINIA

STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2003

REVENUE, GAINS AND OTHER SUPPORT

CONTRIBUTIONS

Contributions & Gifts	\$227,256
Investment Income	124,592
Net Appreciation in fair value of investments	\$441,248
Library Gift Shop Revenue	\$199,337
<hr/>	
Total Revenues, Gains & Other Support	934,627

GRANTS, EXPENSES & LOSSES

GRANTS TO THE LIBRARY OF VIRGINIA

Program Services & Grants for The Library of Virginia	\$280,158
Supporting services	
Management and General	125,282
Fundraising	146,365
Library gift shop	228,260
<hr/>	
Total Grants and Expenses	780,065

Loss on write-off of inventory	122,066
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Total Expenses and losses	902,131
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STATEMENT OF FINANCIAL POSITION AS OF JUNE 30, 2003

	UNRESTRICTED	TEMPORARILY RESTRICTED	PERMANENTLY RESTRICTED	TOTAL
ASSETS				
Cash & cash equivalents	\$ 272,405	\$ 61,033	\$ -----	\$ 333,438
Promises to give	26,700			26,700
Investments	3,680,308	263,601	175,000	4,118,909
Investment income receivable	14,617			14,617
Inventory	33,145			33,145
TOTAL ASSETS	\$ 4,027,175	\$ 324,634	\$ 175,000	\$ 4,526,809
LIABILITES & NET ASSETS				
Liabilities				
Accounts payable	\$ 11,872	\$	\$	\$ 11,872
Net assets	4,015,303	324,634	175,000	4,514,937
TOTAL LIABILITIES & NET ASSETS	\$ 4,027,175	\$ 324,634	\$ 175,000	\$ 4,526,809

PRESERVING OUR PAST, FORTIFYING OUR FUTURE, ENRICHING OUR LIVES
SUPPORTING THE LIBRARY OF VIRGINIA FOUNDATION THROUGH YOUR ESTATE PLANS

Our ability to preserve and provide access to unique and comprehensive information resources and services for the citizens of the commonwealth of Virginia and the world is due in large part to the generosity of Library of Virginia Foundation donors. Bequests and other charitable estate planning arrangements provide vital support for the Library of Virginia Foundation's future philanthropic efforts. Planned gifts directed to the Foundation ensure the fulfillment of our long-term goal of empowering individuals to seek the knowledge of the past for a better understanding of the future. In addition to furthering our mission of serving the library and archival needs of the government and citizens of Virginia, these special ways of giving offer several benefits to donors.

WILLIAM WALLER HENING SOCIETY

The William Waller Hening Society was formed in the summer of 2002 to recognize thoughtful donors who are committed to ensuring the vitality of the Library of Virginia's programs and services by providing for the Library of Virginia Foundation in their estate plans.

William Waller Hening (ca.1767–1828) was a pioneer in the creation of knowledge. Before Hening edited his 13-volume edition of Virginia laws, few comprehensive collections of early Virginia laws existed. In 1823, funds from the sale of Hening's *Statutes at Large* were appropriated to provide formal financial support for the State Library. Hening's work was instrumental in launching the Library of Virginia into its modern era.

The Library of Virginia Foundation is delighted to have an opportunity to honor the following individuals who through a bequest or other charitable gift arrangement are providing future support to the Library of Virginia.

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Your financial and tax advisors may suggest other estate planning arrangements that offer benefits to you and your family and ultimately to the Library of Virginia Foundation. The Foundation encourages you to consult your advisors in devising a plan that meets your charitable and financial goals. If you have already included a provision in your estate plans to benefit the Library of Virginia, kindly inform the Foundation Office so that we may express our gratitude and acknowledge your generosity. Please contact Mary Beth McIntire, Executive Director, at 804-692-3590 or via e-mail at mmcintire@lva.lib.va.us for additional information.

MEETING THE DIVERSE NEEDS OF OUR CUSTOMERS

The Library of Virginia upholds an outstanding ethic of service. It strives to meet the needs of its constituents through a variety of outreach programs, including its interlibrary loan, reference, archives and library consulting programs.

LIBRARIES

This fiscal year a major milestone was reached when Craig County in rural western Virginia ended its status as the last county in Virginia without a public library. Residents of the county had been working for a public library for at least 50 years. The county's isolation, small tax base and tiny population were major handicaps in the efforts to establish a library. Library of Virginia



Caitlyn Day

staff worked closely with Caitlyn Day and her family who helped organize the Craig County Friends of the Library Inc., a nonprofit community organization with a goal of opening the first public library in Craig County. On March 8, 2004, as the Library of Virginia celebrated 100 years of working to establish public libraries in the commonwealth, the Library officially recognized that Craig County would qualify for a public library. On June 14, the Library Board allowed Craig County to meet the requirements for localities under 5,000 in population thus qualifying Craig County for state aid.

The Library continues to provide guidance to localities, trustees, library boards and librarians. The annual public library directors' meeting included presentations on the Virginia Freedom of Information Act, white collar crime and Ask It Virginia, a proposed statewide reference service.

The Library offered workshops for public library trustees on Internet access for minors and confidentiality issues at seven sites in October 2002. The Library offered workshops on the E-Rate, the program intended to provide discounts on telecommunications services, Internet access and internal connections to libraries and schools. The Library staff also presented sessions at the annual Virginia Library Association meeting on FIND IT VIRGINIA and the history of public libraries in Virginia. Altogether, staff traveled more than 38,500 miles this year to provide on-site support to public libraries.

The annual Summer Reading Program workshops were held in Charlottesville, Roanoke and Williamsburg. More than 320 staff from 69 library systems participated in the popular training. Additional training on childhood literacy, teen services, emergent literacy, grant writing, customer service and book reviewing was offered in various public libraries.

Library staff offered new director training sessions in Covington, Wise, Norfolk and Appomattox County. Staff also provided assistance to three library systems seeking to hire new directors. Presentations on library issues were given to the boards of seven public libraries and one board of supervisors.

The implementation of the new Integrated Library System (ILS) has facilitated the cataloging and tracking of “virtual” documents, electronic publications for which there are no tangible, paper copies. Since October staff members with the Library’s Federal Documents Program have added 2,820 electronic-only federal records to the Library’s online catalog, increasing citizen access to the documents of government.

The State Documents Program received 19,246 documents from state agencies, of which the Library distributed 13,997 to the 13 libraries that participate in the state Documents Depository Program.

Federal Documents Program staff members for the year cataloged 2,161 documents, enhanced existing catalog records for an additional 534, and coordinated and reviewed an additional 7,418 catalog records. Staff members also processed 4,048 paper-format federal publications as well as 1,777 in microfiche format; the program, as directed, also discarded 1,046 documents.

STATE AND LOCAL ENTITIES

Information is one of the key assets any agency or locality possesses. Identifying, organizing, maintaining and accessing information and properly disposing of unneeded records results in cost savings and efficiency. Accordingly, the Library works with localities and state agencies to enhance their records management operations. The Records Management Division presented 30 workshops this year to more than 1,100 state and local records offices.

The Library also offered assistance and advice to local and state agencies on grant writing, literacy, disaster preparedness, blast freezing and pest eradication for records; databases; and introduction to the resources and services of the Library for legislative assistants.

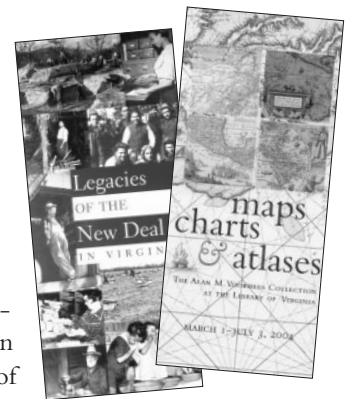
Staff responded to numerous reference inquiries from local and state agencies. Many of these requests for information were complex, requiring extensive research from the sources available in the Library’s vast collections.

EXHIBITIONS AND EDUCATIONAL PROGRAMS

The Library of Virginia’s Web site includes a special section for teachers featuring the text of original documents related to Virginia history. This section is useful in assisting teachers with various elements of the Standards of Learning requirements.

The Library’s exhibitions continue to interest visitors and highlight outstanding collections, especially recent acquisitions such as the Voorhees map collection and the WRVA records. The exhibitions bring together subject specialists from across the Library to develop content. Also, the exhibitions continue to find renewed life as permanent pages on the Library’s Web site.

During the year, the Library of Virginia presented 11 exhibitions. The major exhibitions were *Legacies of the New Deal*, which ran from April 13, 2003 through December 2, 2003, and *Maps, Charts, & Atlases: The Alan M. Voorhees Collection at the Library of Virginia*, which opened on March 1, 2004, and closed on July 3, 2004. *Legacies* explored the impact of the Great Depression and the New Deal programs on Virginia, using materials from the Virginia Writers’ Project and other New Deal-related collections from



Brochures from two of the Library’s outstanding exhibitions

the Library. *Maps, Charts, & Atlases* highlighted the extraordinary collection of cartographic materials donated to the Library of Alan M. Voorhees in 1998 and again in 2003.

The Library also mounts exhibits in some of its smaller venues. Three exhibitions were featured in the lobby. Running concurrently from July through November were *In Service to Their Country*, an exhibition highlighting the military records in the Library's collections, and *Virginia, I Hardly Knew Ye*, a light-hearted look at little-known facts and well-known myths about the commonwealth. The Library marked the bicentennial of Lewis and Clark's Corps of Discovery by mounting *Exploring the West by Book* in the café cases. This exhibition included published accounts of the Lewis and Clark expedition as well as accounts of western exploration by other writers. *Illustrating Slavery: the Slave Narrative and Anti-Slavery Literature* offered a glimpse of the development of the slave narrative and anti-slavery literature in the antebellum United States and the use of illustrations to convey the horrors of slavery.

As part of the effort to commemorate the 50th anniversary of the landmark U.S. Supreme Court ruling that ended segregation in public schools and sparked a prolonged battle in Virginia to retain separate educational facilities for the children of the commonwealth, the Library opened *Brown v. Board of Education: Virginia Responds*. Library staff worked with Legislative Services to put together a panel exhibition for display in Legislative Services's resource library and, later, assisted DLS staff in producing a brochure that was made available to schools.

In addition to mounting exhibitions from its collection, the Library hosted a traveling panel exhibition entitled *Elizabeth I: Ruler & Legend* sponsored by the American Library Association for the Newberry Library in Chicago, from December 2003 through February 2004. This exhibition of text and images drew from the larger exhibition at the Newberry that marked the 400th anniversary of Elizabeth's death. The Library received a grant from the National Endowment for the Humanities to support the exhibition and programs.

Finally, single case displays were mounted to highlight church records in the Library's collections. Coinciding with the American Baptist annual conference, the first display offered a selection of materials relating to the role of Baptists in the history of commonwealth. In late June 2004, the General Assembly of the Presbyterian Church of the U.S.A (PCUSA) met in Richmond for the first time in more than 140 years. A single case of Presbyterian-related books, magazines and manuscripts was on display to note the history of Presbyterians in Virginia.

LECTURES AND EVENTS

The Library of Virginia sponsored a number of diverse activities this past fiscal year and collaborated with other institutions and groups on several well-received programs.

The Library continued its support of family literacy by partnering with the Department of Education to promote reading aloud during Read Aloud to a Child Week in October.

The Library again this past year collaborated with the Museum of the Confederacy on its annual evening lecture series. The Library has served as the location for these popular events for the last several years.

In April the Library and the Patrick Henry Memorial Foundation cosponsored the annual Governor Henry lecture, featuring Charles F. Hobson, editor of the *Papers of John Marshall*. The lecture, “Patrick Henry and John Marshall: The Eighteenth-Century Legal Dream Team,” focused on the careers of Henry and Marshall to illuminate aspects of Virginia’s legal culture, including the organization of the courts, education and admission to the bar, and elements of practice.

The free noontime series of “Mining the Treasure House” talks continued to be a popular program at the Library. Held generally on the third Tuesday of each month, these looks at the Library’s unique collections and special programs have been a regular feature at the Library since November 1997. Topics for fiscal year 2003–2004 were:

- African-American historian Luther P. Jackson;
- An original 1930’s WPA Virginia Writers’ Project radio play presented by Library staff;
- Myths of Virginia history;
- Papers of Littleton Waller Tazewell;
- Virginia World War II Separation Notices;
- A 17th-century Virginia court case;
- Clemency records held by the Library;
- Virginia Civil Rights struggle as seen on television;
- Virginia novelist Ellen Glasgow’s library;
- Records at the Library related to the 1954 *Brown v. Board of Education* ruling; and
- The 2004 Library project of printing 19th-century Virginia maps using original copperplates.

The Library sponsored a series of lectures in honor of Archives Week in Virginia from October 6 through 12. The lecture topics included:

- The Many Worlds of Littleton Waller Tazewell: Hidden Histories in the Tazewell Family Papers;*
- Bringing History to Life: Using Primary Sources in Living History Presentations;* and
- Our Collective Memory: A Panel Discussion on the Enduring Value of Archives.*

The Library celebrated the 100th anniversary of the birthday of Ted Geisel, aka Dr. Seuss. In honor of Dr. Seuss, the Library of Virginia took the Cat in the Hat to visit the General Assembly Building, home to the offices of Virginia’s legislators. Legislators received a flyer on the importance of libraries and reading.

The Library of Virginia celebrated National Library Week on April 22 with a special afternoon talk by Nancy Pearl, author of *Book Lust: Recommended Reading for Every Mood, Moment, and Reason*. Pearl is the director of youth services at Seattle Public Library and director of the Washington Center for the Book. Pearl treated an audience of librarians, teachers and members of the public to her recommendations of good reading choices.



David Freed



Nancy Pearl autographs *Book Lust*

Another Library of Virginia program, “Unboxing the Past: A Symposium on the Underground Railroad, Abolitionism, and Slavery in Virginia,” drew more than 70 participants for the all-day event that included research seminars on Library of Virginia collections, a noon lecture and book signing, an afternoon bus tour and an evening panel discussion.

The Library of Virginia continues to work with other cultural institutions to enrich the public’s understanding and appreciation of Virginia’s rich history and heritage. The Library of Virginia collaborated with the

Carpenter Center for the Performing Arts on the November 8, 2003, concert “Virginia Roots Music.” Gregg Kimball and Ron Curry hosted the show that featured Piedmont bluesman John Cephas, winner of the National Heritage Fellowship Award, with his long-time sideman Phil Wiggins; Arlington’s master fiddler and banjo player Odell Roy “Speedy” Tolliver; Mark Campbell, winner of the prestigious Appalachian String Band Music Festival Fiddle Championship, with veteran old-time musicians Jim Costa and Jim Lloyd; The Paschall Brothers, an a cappella quartet from Tidewater Virginia who have performed at the Kennedy Center and recently released a recording through the Virginia Folklife Program; and Johnny Hott’s Piedmont Souprize, a collective of Richmond-based musicians known for their eclectic and varied musical stylings. Attendance at the show was an estimated 450.

The Library of Virginia reprised several elements of the original “Virginia Roots Music” project for the Carpenter Center collaboration including a graphic display at the Carpenter Center highlighting many of the rare photographs, recordings, publications and artifacts from the original exhibition. The interactive audio station was also provided with 80 recordings of Virginia artists from the 1920s and 1930. Programming provided by the Library held in coordination with the show included a teachers’ workshop on November 5, 2003, patterned after the highly successful workshop held at the Library in 2002, and instrument workshops by several of the concert performers, including John Cephas, Mark Campbell, Speedy Tolliver, Jim Costa and Jim Lloyd.

In March 2004, Gregg Kimball chaired a session at the Virginia Festival for the Book entitled “The Strange Careers of Nat Turner and Henry Box Brown.” The session, held at the University of Virginia’s Newcomb Hall Theater and co-sponsored by the Library of Virginia, featured authors Scot French (*The Rebellious Slave: Nat Turner in American Memory*) and Jeffrey Ruggles (*The Unboxing of Henry Brown*). The speakers explored the lives and afterlives of two symbols of slave resistance.

In conjunction with the traveling exhibition *Elizabeth I: Ruler & Legend*, the Library sponsored four noontime programs. Warren Billings, professor of history at the University of New Orleans, spoke on his new book *A Little Parliament*, published by the Library. Jon Kukla, director of the Patrick Henry Memorial Foundation at Red Hill, spoke on “Blinding Dates and the Red-Letter Daze of Early Virginia.” Mary Hill Cole, professor of history at Mary Baldwin College, explored Elizabeth’s understanding and use of family. And Jeff Riehl, associate professor of music at the University of

Richmond, led the school's chamber choir, Schola Cantorum, in a concert featuring Elizabethan music as well as a preview of music from their upcoming European tour.

The Library continued its support of the literary community through a series of free book talks and signings. Noted writers and prominent historians featured this past fiscal year included:

Carrie Brown
David Robbins
William Hoffinan
Lewis Randolph
Eugene P. Trani
Edward L. Ayers
Thomas Buckley
Catherine Clinton
Margaret Edds
Dean King
Scot French
Henry Wiencek



Dean King

“I’ve had the opportunity to enjoy the special exhibits at the Library...[and the] Library has comprehensive programs covering a multitude of subjects. It has something for everyone.”

JERRY PALMER, UNIVERSITY RECORDS MANAGER AT VIRGINIA TECH

MANAGING AND PRESERVING THE RECORDS OF STATE AND LOCAL GOVERNMENT

The Library of Virginia assists state and local government through its records management program to manage public records from creation to disposition. Through this program, the Library ensures the preservation and accessibility of those records identified as having enduring value.

The Virginia Public Records Act is the foundation of the state's records management efforts. The 2004 session of the Virginia General Assembly approved a two-year study of the Public Records Act. While major changes to the statute are not anticipated, it is likely that the law will be clarified to deal more effectively with electronic records.

Education continues to be a major focus of the Library's records management efforts. During the past year staff members have conducted 30 workshops for 1,100 state and local records managers. This includes activities during Virginia Records and Information Management Week which attracted 300 participants. In FY 2004, staff provided records management information to 3,115 state and local customers, including 287 in-depth consultations.

Twelve General Schedules were approved during the year to provide guidance on the length of time records must be retained. Fifty-three agency-specific schedules were also approved. The State Records Center continues to provide low cost, high density storage of semi-active records as well as security storage for permanent microfilm. The State Records Center added 6,389 cubic feet of records for a total of 69,677 cubic feet. This generated billings of more than \$257,500 for the year. The number of rolls of security microfilm stored in the media vault increased from 288,549 to 294,809.

GROWING READERS

The Library of Virginia continues to work on increasing literacy among the commonwealth's youth. This past fiscal year the Library printed and distributed to the state's libraries a Growing Readers brochure for parents. Future plans include training sessions for youth specialists on emergent literacy and the distribution of information packets through libraries on how to help parents ensure that their children enter school ready to read. The Library of Virginia will offer training on the model curriculum for emergent literacy that has been developed by the American Library Association through a partnership between the Public Library Association and the Association for Library Service to Children, a division of the American Library Association.

The 2004 Summer Reading Program was "Step to the Beat—Read!" and the teen program was "Rock N' Read." Fiscal year 2004 marks the first year that the Library of Virginia joined four other states to fund and produce a summer reading program. Participating states were Virginia, Georgia, South Carolina, Mississippi and Alabama. Participation in the consortium allowed the Library to offer the state's public libraries a high quality, cost-efficient summer reading program, featuring, for example, materials by Peter Catalanotto, a nationally recognized children's book illustrator, at a savings of approximately 30 percent compared to the cost of producing the materials independently.

Again this fiscal year the children's and youth services office offered libraries continuing education workshops to assist local libraries in presenting successful summer reading programs.

New research from the Harvard School of Education underscores the value of the Summer Reading Program. The data reveal that a child who reads only five books over the summer will not experience a loss of reading skills.

Yet another effort to reinforce the importance of reading to children is Read Aloud Week, which is held every year in October. Read Aloud Week is celebrated by libraries as a way to draw attention to the importance of parents reading to their children, even after a child learns to read.

MANAGING PUBLIC SUPPORT

The Library of Virginia as a state agency is governed by the financial management regulations of the state and is accountable to the Executive Branch for the use of its funds. Financial transactions are reviewed by the Office of the State Comptroller and audited by the State Auditor of Public Accounts.

The Library's budget includes state aid to local public libraries. More than \$16 million of the agency's nearly \$28 million state allocation went directly to local libraries in fiscal year 2004.

The Library Services and Technology Act (LSTA), part of the Museum and Library Services Act of 1996, promotes access to the resources available through all types of libraries. Through the legislation, the Institute of Museum and Library Services provides funds to State Library Agencies using a population-based formula. Each state is required to provide a match of at least 50 percent of the federal amount. The focus of the act is information access through technology and information empowerment through special services.

Virginia's LSTA allotment of \$3,821,357 was used to support access to the Library of Virginia via the Internet, to underwrite programs with the Virginia public library community and to support the FIND IT VIRGINIA program which offers library service 24 hours a day at home, at work, or anywhere you can connect to the Internet for holders of a public library card. In fiscal year 2004, access to FIND IT VIRGINIA was extended to students from kindergarten through 12th grade. Students can use the databases in their school library, at the public library or at home.

The Statement of Revenues and Expenditures for fiscal year 2003–2004 has been stated using a cash basis of accounting, as mandated by the state.

LIBRARY SERVICES AND TECHNOLOGY ACT ADVISORY COUNCIL

The Library Services and Technology Act Advisory Council provides advice to the Librarian of Virginia and the Library Board on the overall management and direction taken to implement the provisions of the federal Library Services and Technology Act in Virginia.

This fiscal year the 12-member LSTA Advisory Council approved more than \$3.8 million in programs to increase access to the resources of all types of libraries.

PUBLIC LIBRARIES REPRESENTATIVES

John Halliday
Diane Adkins
Charlotte L. Parsons
John D. Stewart

Elsie Weatherington
Virginia E. Young

SPECIAL LIBRARIES REPRESENTATIVE

Terry Long

ACADEMIC LIBRARIES REPRESENTATIVES

Mary Mayer-Hennelly
John E. Ulmschneider

SCHOOL LIBRARIES REPRESENTATIVE

Charlie Makela

INSTITUTIONAL LIBRARY REPRESENTATIVE

Oakley Pearson

MUSEUMS REPRESENTATIVE

Peggy Baggett

LIBRARY OF VIRGINIA LIASIONS

Nelson Worley
Elizabeth Lewis

THE LIBRARY OF VIRGINIA—STATEMENT OF REVENUES AND EXPENDITURES
CASH BASIS

FOR THE YEARS ENDED JUNE 30, 2003 AND 2004

REVENUES	2002	2003
State General Fund Appropriations	\$27,694,342	\$27,920,287
LSTA State Grant	3,190,575	3,589,558
Public Library Construction—Title II	11,384	0
Virginia Newspaper Project—NEH	233,690	220,380
National Historical Publications & Records Grant	2,420	42,395
Publications Sales	61,610	67,106
Microfilming Service Fees	37,354	24,987
Photostat Fees	128,287	114,460
Certificate Filing Fees	2,700	2,870
Research Fees	37,349	29,784
Fines	5,604	4,055
Facility Usage Fees	23,455	16,640
Commission from Food Service Vendor	13,882	13,410
Storage Fee—State Records Center	230,729	250,161
Library of Virginia Foundation	288,361	335,051
Gates Foundation	0	276,640
Other Revenues	19,444	10,321
Preservation of Circuit Court Record Fees	3,831,607	4,124,707
TOTAL REVENUE	\$35,812,793	\$37,042,812
EXPENDITURES		
Payroll and Benefits	10,139,279	9,161,080
Contractual Services	3,407,458	4,070,992
Supplies and Materials	387,536	423,014
Equipment and Plant	588,683	871,355
Continuous Charges (Rent, Insurance, etc.)	2,106,171	2,527,630
Aid to Localities	16,302,671	18,285,572
Other Expenditures and Transfers	2,892,573	341,590
TOTAL EXPENDITURES	\$35,824,371	\$35,681,233
NET REVENUES IN EXCESS OF EXPENDITURES	(\$11,578)	\$1,361,579
Carryforward from Prior Year	\$4,965,027	\$4,953,449
Ending Fund Balance	\$4,953,449¹	\$6,315,028²

¹Restricted \$4,953,449
Unrestricted \$0

²Restricted \$6,315,028
Unrestricted \$0

ADDING UP OUR IMPACT

VISITATION

The Library continues to attract historians, public officials, students, educators, business people, genealogists and other citizens from across Virginia, the United States and around the world.

1999–00	2000–01	2001–02	2002–03	2003–04
133,989	117,782	146,996	108,116*	103,565*

*Because of budget cuts and lay-offs the Library of Virginia's reading rooms and collections closed to the public on Mondays effective October 21, 2002.

REFERENCE AND RESEARCH SERVICES

Reference and research figures reflect written, telephone and in-person queries. The Library of Virginia began accepting e-mail reference requests from Virginia residents in 2001.

1999–00	2000–01	2001–02	2002–03	2003–04
71,566	64,530	63,899	65,306	87,982

INTERLIBRARY LOAN

Interlibrary Loan figures reflect the number of items circulated through this service.

1999–00	2000–01	2001–02	2002–03	2003–04
12,892	12,493	13,387	12,181	11,408

ACQUISITIONS

The Library of Virginia, the research and reference center at the seat of Virginia government, is charged with collecting and maintaining comprehensive collections documenting the commonwealth's history. Acquisitions include books, bound periodicals and microform materials.

1999–00	2000–01	2001–02	2002–03	2003–04
20,307 purchased	8,184* purchased	7,774** purchased	4,991** purchased	3,526 purchased
6,812 donated	7,315 donated	6,723 donated	5,343 donated	2,017 donated

*Due to budget reductions, year-end money was unavailable for purchases.

**The continuing state budget crisis resulted in limited funding for acquisitions.

ARCHIVAL ACCESSIONS

The Library accessioned 1,407.7 cubic feet of archival materials in 2003–2004. This includes:

452.5 cubic feet of state records;

927.2 cubic feet of local records; and

28.0 cubic feet of business, organizational, military and church records, as well as personal papers.

CIRCULATION SERVICES

Information is available from the Library of Virginia through in-Library usage in the reading rooms, checkout for use at home or office, interlibrary loan, and Reference and Research Services either by phone, letter, fax or e-mail. Library patrons used 251,854 items from the collections in 2003–2004.

SUPPORT LOCAL AND REGIONAL LIBRARIES

State aid to support local and regional libraries has been awarded annually since 1942 to eligible public libraries based on a formula. State aid is administered by the Library of Virginia and is an important stream of revenue for Virginia's public libraries. For the fiscal year ending June 30, 2004, the Library Board awarded \$16,034,533 in grants to 90 public library systems.

The state aid formula, first enacted in the 1970s, is found in the *Code of Virginia* §42.1- 48. The formula used to distribute state aid is based on local expenditures, square miles served and population. Additional funds are awarded to regional libraries serving more than one political jurisdiction. State aid augments local support for libraries and encourages the formation of regional library systems to provide more economical service and a broader range of services. The Library of Virginia Board's *Requirements Which Must Be Met In Order To Receive Grants-In-Aid* also govern this program.

FY 2004 STATE AID TO LOCALITIES

Alexandria	203,257	Lynchburg	189,832
Amelia (Hamner)	18,484	Madison	19,879
Amherst	149,715	Massanutten (Rockingham)	406,024
Appomattox Regional	282,462	Mathews	22,782
Appomattox (Jamerson)	33,816	Meherrin	134,945
Arlington	216,239	Middlesex	40,887
Augusta	196,572	Montgomery-Floyd	272,819
Bedford	257,473	Narrows (Brammer)	10,351
Blackwater (W. C. Rawls)	426,340	Newport News	214,383
Blue Ridge	400,328	Norfolk	225,545
Botetourt	121,979	Northumberland	37,691
Bristol	179,471	Nottoway	39,238
Buchanan	84,883	Orange	132,872
Campbell	161,920	Pamunkey	424,543
Caroline	44,721	Pearisburg	38,973
Central Rappahannock	767,467	Petersburg	176,438
Central Virginia (Buckingham-Farmville)	71,599	Pittsylvania	179,431
Charles P. Jones	63,381	Poquoson	100,156
Charlotte	40,569	Portsmouth	196,973
Chesapeake	221,278	Powhatan	39,596
Chesterfield	234,253	Prince William	566,306
Clifton Forge	28,182	Pulaski	125,925
Colonial Heights	110,106	Radford	109,182
Culpeper	132,616	Rappahannock	23,472
Cumberland	19,386	Richmond City	217,849
Danville	186,142	Richmond County	21,536
Eastern Shore	110,053	Roanoke City	195,947
Essex	23,890	Roanoke County	195,785
Fairfax	557,336	Rockbridge	247,918
Falls Church (Styles)	177,988	Russell	66,230
Fauquier	192,158	Salem	154,341
Fluvanna	45,524	Shenandoah	109,708
Franklin	110,047	Smyth-Bland	218,921
Galax-Carroll	112,861	Southside	178,636
Gloucester	103,368	Staunton	180,835
Halifax-South Boston	124,979	Suffolk	192,362
Hampton	207,144	Tazewell	142,403
Handley Library	526,099	Virginia Beach	267,668
Henrico	33,417	Warren (Samuels)	92,327
Heritage Library	49,320	Washington	190,521
Highland	13,910	Waynesboro	179,950
Jefferson-Madison	650,181	Williamsburg	371,904
King George (Smoot)	62,885	Wythe-Grayson	155,536
Lancaster	64,824	York	188,841
Lonesome Pine	499,814		
Loudoun	218,635	TOTAL	\$16,034,533

CIRCUIT COURT RECORDS: PRESERVING OUR LEGAL HERITAGE

The Library of Virginia and the commonwealth's 120 circuit court clerks continue to work together through a unique program to preserve and make accessible the documentary heritage of the local courts of record. The Virginia Circuit Court Records Preservation Program is funded through a \$1.50 fee that is included in the cost of recording several types of court and land records. The revenue generated through this fee is used to preserve the priceless historical records of the circuit courts. This fiscal year the program awarded more than \$2 million through 43 grants to 34 localities.

Along with grants to the local courts, this program funds several professional archivists or paraprofessionals at the Library who process and preserve the valuable records of the circuit courts. These archivists indexed and entered 4,848 Chancery suits in 2004, and, in meeting the preservation needs of other types of court records, examined 247 cubic feet, processed 362 cubic feet, rehoused 48 cubic feet and mended 4,093 items. Staff at the State Records Center contributed to the preservation of court records by inspecting nearly 2,000 reels of microfilm generated by grant-funded projects, as well as coordinating microfilm-duplication services by private service bureaus.

The conversion of court records from paper to other formats continued to be a high priority this year. The pilot project to digitally scan more than 350,000 historical chancery cases in Fauquier County was concluded. The resulting images have proven as readable as the original records. The results from this project were used to develop a request for proposals from digital-imaging service providers to create a state contract for converting the remaining chancery records located in the clerk's offices. These images will be made available to the public through the Library's Web site and in the respective clerk's office. The massive conversion project is slated to start at the beginning of calendar year 2005.

The budget for the Virginia Circuit Court Records Preservation Program, although still feeling the effects from the reduction of \$2.7 million over the last biennium, is growing again thanks to the strong real estate market throughout most of the commonwealth. While the Library hopes to recover a portion of that lost funding for future preservation efforts, the preservation of Virginia's court records continues diligently.

VIRGINIA CIRCUIT COURT RECORDS PRESERVATION GRANT PROGRAM

AWARDS FOR FY 2004

LOCALITY	PROJECT TYPE	AWARDED
Campbell County	Item Conservation—Book	7,500.00
Campbell County	Item Conservation—Book	7,540.00
Carroll County	Item Conservation—Book	1,055.00
Halifax County	Item Conservation—Book	9,718.00
Henry County	Item Conservation—Book	11,658.00
Loudoun County	Item Conservation—Book	7,470.00
Nottoway County	Item Conservation—Book	10,717.00
Russell County	Item Conservation—Book	13,700.00
Scott County	Preservation—Grant Addendum	4,847.00
Greensville County	Preservation—Plat Cabinet	19,330.00
Halifax County	Processing—Loose Papers	9,234.00
Scott County	Processing—Loose Papers	3,153.60
King William County	Reader/Printer	10,671.89
Washington County	Reader/Printer	7,734.00
Alexandria, City of	Reformatting—Chancery to Digital	35,444.00
Bedford County	Reformatting—Chancery to Digital	225,215.00
Cumberland County	Reformatting—Chancery to Digital	40,334.00
Fairfax County	Reformatting—Chancery to Digital	199,328.00
Hanover County	Reformatting—Chancery to Digital	61,397.00
Highland County	Reformatting—Chancery to Digital	85,726.00
James City County	Reformatting—Chancery to Digital	106,258.00
King & Queen County	Reformatting—Chancery to Digital	52,334.00
Louisa County	Reformatting—Chancery to Digital	101,139.00
New Kent County	Reformatting—Chancery to Digital	50,111.00
Northumberland County	Reformatting—Chancery to Digital	78,189.00
Page County	Reformatting—Chancery to Digital	86,204.00
Petersburg, City of	Reformatting—Chancery to Digital	114,334.00
Prince Edward County	Reformatting—Chancery to Digital	7,992.00
Prince William County	Reformatting—Chancery to Digital	53,815.00
Rockingham County	Reformatting—Chancery to Digital	377,413.00
Shenandoah County	Reformatting—Chancery to Digital	132,948.00
Staunton, City of	Reformatting—Chancery to Digital	58,008.00
Tazewell County	Reformatting—Chancery to Digital	117,203.00
Lee County	Reformatting—Paper to Digital	34,000.00
Loudoun County	Reformatting—Paper to Digital	10,125.00
Rappahannock County	Reformatting—Paper to Digital	5,700.60
Staunton, City of	Reformatting—Paper to Digital	21,830.00
Halifax County	Reformatting—Paper to Film	8,484.00
Richmond, City of	Reformatting—Paper to Film	1,968.00
Richmond, City of	Reformatting—Paper to Film	544.00
Floyd County	Security System—Upgrade	2,745.00
Henry County	Security System—Upgrade	979.00
Russell County	Security System—Upgrade	6,700.00

TOTAL: \$2,200,796.09

RECOGNIZING THE SERVICE OF OUR VOLUNTEERS AND INTERNS

The Library of Virginia is grateful to the corps of dedicated volunteers and interns whose hard work enables the Library to better serve its constituents. This year, the Library's 18 volunteers contributed more 2,163 hours of service. The 11 interns who worked at the Library in fiscal year 2004 accounted for more than 1,286 hours of service to the Library.

Volunteers shelved microfilm, researched the provenance of artwork, assisted with software upgrades, conducted hardware inventory, researched online exhibitions and helped patrons in locating microfilm. They also worked in the Library Shop, helping with shipping and receiving, ordering supplies, maintaining inventory and creating in-store exhibits. Volunteers and interns also advised staff about the rare book collection, checked the accuracy of entries, conducted primary research and proofed entries for the *Dictionary of Virginia Biography* project.

FISCAL YEAR 2004 VOLUNTEERS

Anna Alexander
Beth Bond
Amanda Daniel
Shirley Diller
Henry Grunder
Alice Hagerty
Mollie Hancock
Angelica Hart
Charles Hill
Elizabeth Hill
Mary Chambers Minozzi
Marya Olgas
Martha Rogers
David Vess
Victoria Walden
Drury Wellford
Brad Whitehead
Martha Williams

FISCAL YEAR 2004 INTERNS

Stephen Alexander
Victoria Carter
Sammy Chowdhury
Sarah Davis
Philip Hein
Rebecca Maykrantz
Cathy Oxley
Jacquelyn Reid
Melissa Somosky
Terry Stoops
Natasha White



A New and Accurate MAP of VIRGINIA . . . John Henry (ca. 1704–1773). 1770. London. Copperplate engraving with hand-color.